

DATE SENT: _____

TO: **Chief Boiler Inspector**
 Department of Labor and Industry
 13 South 13th Street
 Richmond, Virginia 23219

FROM: **John D. Catlett, Building Official**
 City of Alexandria, Office of Building & Fire Code Administration

In accordance with the November 1, 2001, memorandum of agreement between DHCD and the Department of Labor and Industry, this written notification is made to facilitate a State mandated inspection and certification of the below listed equipment:

Type of Equipment: ☐ Boiler ☐ Water Heater

Type of Installation: ☐ New ☐ Replacement ☐ Repair

Type of Permit Issued: ☐ Building ☐ Plumbing ☐ Mechanical

PLEASE PRINT

Permit Number: _____ Date of Application: _____

Address: _____

Project/Building Name: _____

Owner's Name: _____ / Phone: _____

Contractor's Name: _____ / Phone: _____

Copies of the issued permit and permit application are attached. Should additional information be needed, please call 703.746.4200. Please return a copy of the State Certificate of Inspection to:

Office of Building & Fire Code Administration
301 King Street, Room 4200
Alexandria, Virginia 22314